Monitoring and evaluation summary sheet

Complete this summary sheet[[1]](#footnote-1) to accompany the submission of a recovery program evaluation report to the National Disaster Recovery Monitoring and Evaluation Database. Examples are provided below each criteria – provide the relevant information for your submission by typing over the grey text in final row of the table.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Outcome | Major activities used to achieve the outcome | Outcome indicators | Method of data collection | Notes |
| *The outcomes that were evaluable (from Tables 2‑6 in the National Monitoring and Evaluation Framework for Disaster Recovery Programs). These are usually identified in the program logic.* | *For each outcome, provide a high-level outline of the major activities carried out to achieve it as part of the program (even where these were not effective).* | *Outline the indicators by which the outcomes were measured (not the results of the measurements).*  | *Outline the techniques used to collect data on the indicators (for example, community survey; secondary data from the ABS Census).* | *Outline other important considerations that should be taken into account when using these outcomes, activities and indicators in the future.* |
| ***Examples*** |
| The community is not experiencing excessive stress and hardship arising from the disaster. | Provision of financial counselling through existing financial counsellors.  | * Demand for financial hardship support through NGO welfare agencies
* Number of community members registered on energy retailers’ hardship programs
 | * Secondary data from NGOs
* Secondary data from energy retailers
 | Need to ensure data is specifically about financial counselling and support. |
| Outcome | Activities | * Indicator
* Indicator
* Indicator
 | * Technique
* Technique
* Technique
 | Notes |

1. This summary sheet is derived from the National Disaster Recovery Monitoring and Evaluation Framework for Disaster Recovery Programs developed by the Australia and New Zealand School of Government. [↑](#footnote-ref-1)